

**DART FOUNDATION**  
**Grant Application**

Organization

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_  
IRS Determination \_\_\_\_\_ Type \_\_\_\_\_

Contact

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Other Info \_\_\_\_\_

Amount Requested \_\_\_\_\_  
Purpose of Grant \_\_\_\_\_  
Date Needed \_\_\_\_\_

Project Summary

In a half page, summarize why your organization is requesting this grant, what outcomes you hope to achieve, and how you will spend the funds if the grant is made.

Continued.....

# DART FOUNDATION

## Grant Application Guidelines

Please use the following narrative format for grant applications to the Dart Foundation.

### 1. Organization Information

- Brief summary of organization's history.
- Brief statement of organization's mission and goals.
- Description of current programs, activities and accomplishments.

### 2. Purpose of Grant

- Statement of need: problems or opportunities to be addressed, description of target populations and how they will benefit.
- Description of project goals, measurable objectives, and action plans, and a statement as to whether this is a new or ongoing part of the sponsoring organization.
- Timetable for implementation.
- Other partners in the project and their roles.
- Long term strategies for funding this project at end of grant period.

### 3. Evaluation

- Plans for evaluation including how success will be defined and measured.

### 4. Budget

- Anticipated expenses and revenue for project.
- List amounts requested of other foundations, corporations and funding sources to which this proposal has been submitted.
- In the event we are not able to meet your full request, please indicate priority items.

### 5. Attachments

- Copy of current IRS determination letter indicating nonprofit status.
- List of board of directors with affiliations.
- Organization's most current operating budget and most recent audited financial statement or Form 990.
- Letters of support that verify project need and collaboration with other organizations (optional).
- Annual report, if available.

### 6. Submission

Please send to the **Dart Foundation, 500 Hogsback Road, Mason, MI 48854.**

Questions may be directed to Claudia Deschaine, Grants Manager, at 517-244-2190.